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1955

Oct

QUARTERLY REPORT
OF
VOCATIONAL SCHOOL FOR GIRLS
HELENA, MONTANA
OCTOBER 1, 1955

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STATE OF MONTANA

STATE BOARD OF EXAMINERS

Hon. J. Hugo Aronson
Hon. Arnold H. Olson
Hon. S. C. Arnold

Governor
Attorney-General
Secretary of State

STATE BOARD OF EDUCATION

EX-OFFICIO MEMBERS

Hon. J. Hugo Aronson
Hon. Arnold H. Olson
Miss Mary M. Condon

Governor
Attorney-General
State Superintendent
of Public Instruction

APPOINTED MEMBERS

Mrs. George Chambers
Merritt Warden
Dr. Emmet J. Riley
G. A. Bosley
George N. Lund
Mrs. F. H. Petro
Horace Dwyer
Clarence Popham

Cut Bank, Montana
Kalispell, Montana
Butte, Montana
Great Falls, Montana
Reserve, Montana
Miles City, Montana
Anaconda, Montana
Corvallis, Montana

LOCAL EXECUTIVE BOARD

Mrs. I. W. Choate
Mrs. Paul Kropp
Mrs. Ralph Wiggenhorn
Mr. Cedric Thompson
Mr. James Easby

Helena, Montana
Choteau, Montana
Bozeman, Montana
Helena, Montana
Helena, Montana



VOCATIONAL SCHOOL PERSONNEL

Administrative

Ruby A. Miller	Superintendent
Annette L. Lewis	Field Visitor
Nellie McKnight	Business Manager
Eunice Bishop	Part-Time Assistant Superintendent and Grade Teacher
Elaine Hoover	Clerk-Typist and Relief Teacher

Maintenance

Martin Van Diest	Engineer
Brice Vercellin	Commissary and Grounds
Joe John	Handy-Man - Helper

COTTAGE PERSONNEL

CANADAY HALL

Relief and Head Matron	Mrs. Marie Flaherty
Morning Matron	Mrs. Ida McConaha
Afternoon Matron	Mrs. Ruth Davidson
Kitchen Supervisor	Mrs. Mary Hiatt
Night Matron	Mrs. Elizabeth Pickett

MARIA DEAN COTTAGE

Morning and Head Matron	Mrs. Emma Dunn
Afternoon Matron	Mrs. Lucile Howerly
Night Matron	Mrs. Effie Chauner
Kitchen Supervisor	Mrs. Mary Fletcher
Relief Matron	

Our two new Board Members met with our Executive Board for the first time in September. Mr. J. H. Easby and Mr. Cedric Thompson. Both are very fine men and are deeply interested in the school and its problems. We are very happy to have them.



TO THE HONORABLE GOVERNOR J. HUGO ARONSON
AND MEMBERS OF THE BOARD OF EDUCATION

GREETINGS:

Following is the quarterly report of the State Vocational School for Girls for the period beginning July 1, 1955 and ending October 1, 1955.

POPULATION REPORT

Inmate care days for July	1503	@ 50¢ per day	\$ 751.50
Inmate care days for August	1346	@ 50¢ per day	673.00
Inmate care days for September	1293	@ 50¢ per day	646.50
TOTAL QUARTER	4142	@ 50¢ per day	\$2,071.00

\$2,071 was collected from the Counties from which the girls were committed during the quarter. This amount was placed in the General Fund #101.

JULY 1, 1955

	On Rolls	Residence	Absent	Parole
	98	47	5	46
Add 9 new girls	+9	+9		
Subtract 9 girls discharge	-9			-9
8 girls paroled		-8		+8
3 girls returned		+3	11	-2
4 girls absent		-4	4	
OCTOBER 1, 1955	98	47	8	43
9 new girls		9 discharges		8 paroles

EDUCATIONAL DEPARTMENT

Ten Weeks Summer School - June 1, 1955 to August 19, 1955

SUMMER SCHOOL FACULTY:

Mrs. Eunice Bishop - Montana History and Geography and Government
Mrs. Betsey Campbell - Typing, Shorthand, Office Practice
Mrs. Geraldine Leary - Home-Making, First Aid, Child Care, Baby Sitting
Mrs. Isobel Giulio - Chorus, Voice
Mr. Carl Ortloff - Drum Corps and Orchestra
Miss Elaine Hoover - Softball - Our team won third place in the Helena Municipal Women's Soft Ball League
Miss Ruby Luther - Crafts, Archery and Gym

One girl finished High School in August making nine high school graduates for the year.

In connection with the Social Studies work on Montana, that all students were required to take, trips to the Morrison Caves and Virginia City were planned. It took four all-day trips to take care of the large summer school population.

The Music Department, under Mrs. Giulio, with Miss Miller's help, presented "The Gypsy Troubadour," a rollicking musical comedy, at the end of the Summer Session. It was



presented at the school and at the Old Brewery Theatre in Helena. We had a large appreciative audience at each showing. Thirty girls took part. The orchestra under the direction of Mr. Carl Ortloff played the Overture for the two productions.

Mr. Jorud took pictures of the various Summer School activities, Archery, Softball, Outdoor Picnics, Swimming, etc. We are planning a sort of Pictorial Review of each season's activities for a Year Book.

Exhibits of Miss Luther's craft class projects appeared in the Montana Power window and were viewed by interested friends of the school.

Many girls earned vacations at the end of the Summer Session and were permitted to have Home Visits before the Fall Term opened. These vacations were a real incentive to most girls who want to do what is right to earn the privilege of going home for a short time. Reports coming back from parents are very gratifying when they tell how much the girls have improved and how happy they are to see the change in their attitudes and appreciations. Acceptance by home folks and manifested pride in their achievements make for greater desire to keep on improving when the acceptance, which they are starved for, is forthcoming.

During the summer many groups visited our school. We are always pleased to have Montanans visit their Girls' School. Many erroneous ideas of a training school are corrected when people find out first-hand how schools of this kind are operated. Some are amazed that we live a happy worth-while life here and have all and more educational opportunities than could be had in the environment provided at home.

FALL TERM OF SCHOOL:

School opened September 6, 1955 with the following teachers on hand:

High School Principal	Mrs. Mildred Fredregill	Musical	Mrs. Isabel Giulio
Grade School	Mrs. Eunice Bishop	Orchestra	Mr. Carl Ortloff
Home Making	Mrs. Geraldine Leary	Cosmetology	Miss Smigaj
Social Studies & Science	Mrs. Evelyn Massman	General Math.	Miss Miller
Commercial	Mrs. Betsey Campbell		

School opened with an enrollment of 19 Freshmen, 10 Sophomores, 3 Juniors and 4 Seniors, and 11 in the Grades.

PHYSICAL PLANT AND GROUNDS

PAVING

The strip of paving provided for by a Legislative appropriation was completed in August. This strip from the front gate to the end of the road past Maria Dean Cottage is a wonderful help. We will be freer from dust in the first two cottages and the Maria Dean girls will find walking on the hard surfaced road much easier on their shoes and dispositions. We compared the costs of building a sidewalk from Maria Dean and paving the road and found that the paving was less expensive and served our needs better.

The Highway Commission gave us a figure of \$1,976.47 which just about paid for the materials. The work was done with very little inconvenience to us.

GARAGE

Bids are being accepted by the Purchasing Department for a Four-Stall Garage to be erected at the back of the Main Building (Stewart Hall) for the four state cars. This work should be started soon if weather permits.

INTERCOMMUNICATION SYSTEM

Money for this project was allowed by the last Legislative Assembly. The J. M. Hamilton Radio and Sound Engineering, Billings, Montana, have been given the contract for installing and furnishing the equipment for our new Intercommunication System.



We are not quite sure what the cost will be as several changes were made after the bid was presented. However, the cost will be under the amount allotted.

LIBRARY AND ASSEMBLY FOLDING CHAIRS

An item approved and provided by the Legislature was 100 folding chairs which were received and put to use at once. They were purchased from the Northwest Fixtures of Billings, Montana.

HOME CONTACTS AND PUBLIC RELATIONS

During this quarter Miss Annette L. Lewis, our Field Visitor, made 106 home visits and traveled 6,844 miles. Our girls are from every part of the state and home visits necessitate a lot of miles to cover to reach them all. We find that these contacts with the homes are very important in the rehabilitation program.

Miss Annette L. Lewis represented the school at the Institute on Juvenile Delinquency held at the Eastern Montana College of Education. It was also during this quarter that she attended a special conference at the Fort Peck Agency. Many of our girls come with their problems from that area and a better understanding is helpful in dealing with their problems.

Two of our girls attended the Bible Camp at Clydehurst this summer and were very happy with their two weeks spent with fine Christian young people. The Camp Conductors earnestly urged us to send more girls next year. Favorable reports were sent to us in regard to the girls who attended from here.

Miss Ruby A. Miller represented the school at the Conference of Western State Superintendents held at Albuquerque, New Mexico, in August. All superintendents, men and women west of the Mississippi are organized as Western Superintendents of Training Schools and the next meeting will be at Oklahoma City, Oklahoma, sometime in the early fall.

Miss Miller also attended the National Congress of Recreation in Denver and met Recreational Directors from all the states, Hawaii, India, and Philippines. This was a most worth-while experience. Many ideas are gleaned from the wealth of material made available for recreational programs for correctional schools.

SOCIAL SECURITY

All of our employees are, since the first of July, included in the Social Security program and dues are taken from their pay checks each month.

BUSINESS OFFICE

Work in the business office has been going along very well. The books were closed for the fiscal year ending June 30, 1955 and in September the accountants made their quarterly audit.

We have a new Clary electric adding machine, replacing the old Burroughs. We find the new machine does our work much more efficiently and certainly is a great time saver.

Our Executive Board met in September and we made a full report to them of all the business transactions in the office since the last meeting in March.

Our yearly requisitions, including canned fruits and vegetables, have been sent in. We put in a requisition for a new station wagon. This will help our transportation problem.

Cottonseed salad oil has been added to our surplus commodity products. This is proving to be very popular in our kitchens.

We are submitting attached copies of our trial balance and financial statement.

Nellie McKnight
Business Manager

TRIAL BALANCE

Showing the condition of the books of the VOCATIONAL SCHOOL FOR GIRLS at the close of business on SEPTEMBER 30, 1955.

11	General Administration - Operation	8,008.49	
12	General Administration - Capital	315.12	
13	General Administration - Rprs. & Rpls.	250.00	
14	General Administration - Inventory	3,154.78	
21	Educational System - Operation	5,211.18	
22	Educational System - Capital	51.56	
23	Educational System - Rprs. & Rpls.	343.15	
24	Educational System - Inventory	6,256.38	
21-A	Farm - Operation	797.37	
31	Physical Plant - Operation	4,710.45	
32	Physical Plant - Capital	1,515.18	
33	Physical Plant - Rprs. & Rpls.	1,631.88	
34	Physical Plant - Inventory	488,107.27	
41	Subsistence	6,446.55	
521-1	General Administration - General Appropriation		27,455.75
521-2	General Administration - P. E. R. S.		317.29
521-3	General Administration - Teachers' Retirement		219.69
521-4	General Administration - Superintendent's Salary		1,249.98
528	Income Due from Counties		2,071.00
611	Cash in Office	0	
612	Cash in Bank - School	500.27	
612	Cash in Bank - Students	1,022.68	
625	Accounts Receivable	26,870.35	
625-1	Accounts Receivable (Special)		546.36
628	Remittance to General Fund	2,074.50	
63	Advance to State Treasurer	636.37	
72	Claims Pending		38.22
73	Inmates' Deposits		1,022.68
74	Contingent		344.97
75	Due State of Montana		636.37
8	Surplus		524,001.22
		<u>557,903.53</u>	<u>557,903.53</u>

FINANCIAL STATEMENT

Showing the condition of the books of the VOCATIONAL SCHOOL FOR GIRLS at the close of business on SEPTEMBER 30, 1955.

521-1	General Administration - General Appropriation	109,878.00
521-2	General Administration - P. E. R. S.	1,500.00
521-3	General Administration - Teachers' Retirement	622.00
521-4	General Administration - Salary - Superintendent	5,000.00
521-7	General Administration - Communication	2,500.00
521-8	General Administration - Furniture (Beds)	4,000.00
521-9	General Administration - Transportation	2,550.00
521-5	General Administration - Garages and Repairs to Adair	15,000.00
521-11	General Administration - Trust Advance	<u>1,000.00</u>
		142,050.00

521-1	Expenditures to Date - General Appropriation	27,455.75
521-2	Expenditures to Date - P. E. R. S.	317.29
521-3	Expenditures to Date - Teachers' Retirement	219.69
521-4	Expenditures to Date - Superintendent's Salary	<u>1,249.98</u>
		29,242.71

11	General Administration - Operation	8,008.49
13	General Administration - Rprs. & Rpls.	250.00
21	Educational System - Operation	5,211.18
23	Educational System - Rprs. & Rpls.	343.15
21-A	Farm - Operation	797.37
31	Physical Plant - Operation	4,710.45
33	Physical Plant - Rprs. & Rpls.	1,631.88
41	Subsistence	<u>6,446.55</u>
		27,399.07

12	General Administration - Capital	315.12
22	Educational System - Capital	15.56
32	Physical Plant	<u>1,515.18</u>
		1,881.86
		29,280.93

521-1 through 4	29,242.71		
72	Claims Pending	<u>38.22</u>	<u>38.22</u>
			29,242.71

Cost of Operation 29,242.71
 Inmates' Days 4148
 Per Capita Cost 7.06

Respectfully submitted,

Ruby A. Miller
 Ruby A. Miller, Superintendent

